



Northern Rockies Coordinating Group

Incident Business Committee

2018

Lend/Lease of Resources – Additional Suggestions

The intention of this document is to provide guidance on how incidents can temporarily lend or lease firefighting resources for a short period of time to fulfill critical missions.

Lend/Lease is not appropriate for resources that are assigned on a Severity, Prepositioning, Staging or other support order, then mobilized to an incident for initial or extended attack hosted by a different jurisdictional agency where interagency billing is likely to occur. Those resources should be assigned to the incident, regardless of length, then reassigned or released back to the original incident when the operational need is resolved. Lend/lease is for incident-to-incident use only.

- Incidents that are within close proximity can lend (share) resources for periods of 1 to 3 days without reassigning the resources in ROSS.
- The program is used when one incident has a short-term need for specific resources to accomplish mission objectives. When those resources can be provided by another incident, the resources can be leased without reassignment through ROSS.
- Resources necessary to accomplish mission objectives are identified by the receiving incident. A potential sending incident assembles and sends the resources for the agreed time period. Sending and Receiving Incident Commanders daily validate the continued use of the lend-leased resources.
- Although not reassigned in ROSS, it is advisable to document the lend-lease action in the remarks section of the resource order for “leased” resources, and in cases where the order functions as a pay document, it is required to allow for payment of resources from the appropriate code.
 - If the sending incident is within 2-3 days of demobilizing; resources from that incident should be reassigned to the new incident, rather than provided under lend/lease.
- Finance Section Chiefs will coordinate to ensure **costs are included in the receiving incident database as a line item**, not actual posted time. **The sending incident will continue to post time by adding the new incident to their database so they are posting to the correct Fire Code.** The sending incident will need to “zero-out” those days in the Cost Module so that costs and accruals are not doubled as they are calculated by the receiving

incident. Upon demob, the sending incident will produce two invoices (OF-288 or OF-286) for the resources.

- Those two invoices will have the same Resource Request Number. The receiving incident had no resource order so there was no new Resource Request Number generated. It will be important for the sending incident to note in the “Remarks” section of OF-286 invoices that the resource was temporarily lent to the receiving incident and that time will need to be charged to the appropriate Fire Code.
- Use of the Northern Rockies Lend/Lease Resource Tracking worksheet will help clarify the movement of resources.
- The worksheet can be shared between the sending and receiving incidents, the dispatch centers and payment centers, as needed.

The receiving incident e-ISuite entry will read “Resource on loan from incident xx”. Resources will not be moved in e-ISuite or ROSS.

- If contract resources are utilized for lend-lease, the receiving unit should not re-inspect if the sending unit has already completed a pre-use inspection. Contractors should provide a copy of their contract to the receiving unit (or Finance Section Chiefs can assure that the contract is shared) so that the receiving incident is certain to be in compliance.
- Prior to sending multiple OF-286 invoices to an agency payment center, attach a General Message Form describing the lend/lease situation and clearly defining the assigned dates for the resource on each incident.
- All standard documentation (excess shift length, CA1, etc.) will be completed by receiving incident and sent to sending incident.
- Length of assignment will not be affected by lend/lease – all days count toward the original assignment length.
- The sending incident is responsible for collecting all documentation and for processing the final invoices for demob. All original documents (CTRs and/or Shift Tickets) will be sent to the sending incident.
- Hard copy files: Both the sending and receiving incidents will set up a file for the lend/lease resources. At a minimum it should contain the following:
 - A list of the resources involved
 - Aircraft Use Summary sheets (if applicable)
 - Copy of the OF286 or OF288 (this is optional for the receiving incident Finance Package – add to the file only if the sending incident can forward copies to the receiving incident at the end of the lend/lease period).